



# Alabama DEPARTMENT OF ARCHIVES & HISTORY

## APPLYING FOR SUMMER 2023 INTERNSHIPS AT THE ALABAMA DEPARTMENT OF ARCHIVES AND HISTORY

Thank you for your interest in the Alabama Department of Archives and History (ADAH)'s summer 2022 internship program. Please carefully read the following information and ensure that you submit all required application materials. **Submit a completed copy of this sheet with the required application materials to Krystle Scott, ADAH Personnel Officer, at [krystlem.scott@archives.alabama.gov](mailto:krystlem.scott@archives.alabama.gov) or to**

Alabama Department of Archives and History  
Attn: Krystle Scott  
P. O. Box 300100  
Montgomery, Alabama 36130.

### APPLICATION MATERIALS REQUIRED

- Application for Examination for state government positions, which may be downloaded here: <https://personnel.alabama.gov/downloads/stateapp.pdf>
- Cover letter
- Resume/C.V.
- Unofficial transcripts for all college/university coursework
- Letter of recommendation from a professor or academic advisor

### CANDIDATE RANKING OF SUMMER 2022 INTERNSHIP OPPORTUNITIES

The ADAH has seven internships available in summer 2023. Please rank the internships for which you are applying in order of your interest, with 1 being the most interesting to you. The rankings will be applied if you are a top candidate for multiple internships. In that case, you will be offered the internship you ranked most highly.

**Please note that you are not required to rank internships for which you are not applying. If you are applying for one internship, for instance, simply mark that internship "1" and omit other rankings.**

- \_\_\_\_\_ Archival Processing Project Internship\*
- \_\_\_\_\_ Digital Assets Internship\*
- \_\_\_\_\_ Discovery Internship
- \_\_\_\_\_ EBSCO Research Room Project Internship
- \_\_\_\_\_ State Government Records Research Internship\*
- \_\_\_\_\_ Museum Collections Internship
- \_\_\_\_\_ Native American Graves Protection and Repatriation Act (NAGPRA) Program Internship

\* Denotes internships which have additional examination requirements. Upon receipt of your application, the internship supervisor will contact you with more information on the examination process.